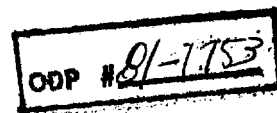


DD/A 81-2678/1

24 DEC 1981



MEMORANDUM FOR: Chief, European Division

FROM: William N. Hart  
Acting Deputy Director for Administration

SUBJECT: Support Requirements for EUR Division

1. In an effort to improve our planning and budgeting for the FY-1984 program and to be in a better position to anticipate support requirements during FY-1982 and FY-1983, the Deputy Director for Administration (DDA) is conducting a series of meetings with "customer" components in all of the directorates. Toward this end, the DDA would like to invite you to discuss EUR Division's activities as they relate to the Directorate of Administration (DA). You may wish to present information on the following topics:

a. Operational EUR Division activities,  which will impact on DA support resources and a projected forecast of activities for which we should plan.

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b. Specific EUR Division support needs relating to logistics, communications, training, finance, security, etc.

✓ c. Any EUR Division programs/activities which will impact on ADP resources.

d. New or contemplated operational initiatives, especially in the covert action/paramilitary field which will require support.

e. Opening or closing of field installations being contemplated.

f. Requirements for DA assignees to EUR Division

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2. You may, of course, bring anyone to this meeting; I would suggest that your planning officer(s) and Chief of Support participate. The eight Office Directors in the DDA as well as the SSA/DDA will attend the meeting. They will be afforded an opportunity to express their thoughts regarding support to EUR Division and be in a position to address your immediate concerns in this area.

3. We will be in touch with you to set up the session at a mutually convenient time in mid- to late January.

~~7s7~~ William N. Hart  
William N. Hart

cc: SSA/DDA  
D/OC  
D/OF  
D/OIS  
D/ODP  
D/OL  
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